



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

1407 Highway 395  
Gardnerville, Nevada 89410  
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www.gardnerville-nv.gov

Tom Cook, Chairman  
Mike Philips, Vice Chairman  
Robin Bernhard, Board Member  
Paul Lindsay, Board Member  
Jerry Smith, Board Member

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**Tuesday, February 2, 2010**

**4:30 p.m.**

**Gardnerville Town Hall**

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The meeting was called to order by Chairman Cook.

**PRESENT:**

Thomas J. Cook, Chairman  
Michael W. Philips, Sr., Vice-Chairman  
Jerry L. Smith  
Robin Bernhard  
Paul A. Lindsay

Steve Handelin, Town Counsel  
Jim Park, Town Manager  
Tom Dallaire, Town Engineer  
Jeff Summers, Maintenance Supervisor  
Paula Lochridge, Main Street Manager  
Carol Louthan, Administrative Assistant

Chairman Cook made the determination a Quorum is present.

The Pledge of Allegiance was led by Robin Bernhard

#### **APPROVAL OF AGENDA**

**Motion Smith/Philips to approve the agenda as written. Motion carried.**

#### **APPROVAL OF PREVIOUS MINUTES:**

Mr. Lindsay was not here for that meeting. He will abstain from the vote.

**Mr. Smith/Philips to approve the minutes of December 1, 2009. Motion carried with Board Member Lindsay abstaining.**

**Motion Philips/Lindsay to approve the minutes of January 5, 2010. Motion carried.**

#### **PUBLIC INTEREST COMMENTS (No Action)**

No public comment.

#### **CONSENT CALENDAR**

Items appearing on the Consent Calendar are items that may be adopted with one motion and without public comment. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

#### **Motion to approve the Consent Calendar**

1. **Correspondence**  
Read and noted
2. **Health and Sanitation Department Monthly Report**  
Accepted
3. **Approve January 2010 claims**  
Approved
4. **Approve budget transfers**  
Approved

**Motion Lindsay/Smith to approve the consent calendar. Motion carried.**

**ADMINISTRATIVE AGENDA**

**(Any agenda items pulled from the Consent Calendar will be heard at this point)**

5. Discussion and possible action to accept on a report of tortuous conduct claims per NRS 41.0385

**Mr. Handelin stated this is an annual report. It is in line with the past ones. There were a few property damage claims for a total of \$2,469.31. For everything the Town does it is really good. It's just a requirement we do annually. The Pool Pact does a nice report that is attached.**

**Motion Smith/Philips to accept the report of tortuous conduct claims. Motion carried.**

6. Discussion and possible action on budget development for next fiscal year setting a date for the annual planning and budgeting workshop

**Mr. Park advised it is budget time again. The preliminary revenue projections come out February 16th this year. March and April they will be talking quite in depth about where they stand with the budget and the pressures they continue to be under. The Board has done planning as part of the regular Board meetings and they have also had it on Saturday morning. What is your preference?**

**Mr. Philips thought they should wait until the March meeting.**

**Mr. Park advised the governor will call for a special session at a special state of the state address next week. They will be in session trying to close a billion dollar gap sometime probably late February, early March. This budget will be a lot like last year. They approved a final budget and they still didn't know what would happen with the state. Running some preliminary numbers on all the funds we will continue to see things very lean. You will hear comments from me relating to the Matley project. It is eight percent tax money. They need that to survive in the future. As soon as they get preliminary numbers he will put together some points and put an item on the March agenda.**

**Adjourn to closed session**

7. Closed session in accordance with NRS 241.015 to receive information from Town Counsel regarding potential or existing litigation involving a matter over which the Town Board has supervision, control, jurisdiction, or advisory power

**Motion Philips/Smith to adjourn to closed session. Motion carried.**

**Reconvene in open session**

8. Discussion and possible action on direction to staff based on the information discussed during closed session

**Motion Philips/Smith that staff meet with these four people and see if you can work out some kind of an agreement. If not, we will go from there. Motion carried.**

9. Discussion and possible action on the Town Attorney's Monthly Report of activities for January 2010

**Mr. Handelin reported he did some work for Main Street Gardnerville this month, some internal policies, the public access easement for the second bench and still reviewing some documents for the loan fund.**

10. Discussion and possible action on the Town Engineer's Monthly Report of activities for January 2010

**Tom reported he was busy drawing maps. Almost have the storm drain maps up to date. He has a list of things he has done during the month in the report he provided in Board packets. If they have any questions he will be happy to answer them. He gave these maps to Douglas County to include in their design criteria that will be going out on the 15<sup>th</sup> of this month to the public for comment. These are all items off of the general requirements. Just added pictures**

to words. He attended two meetings and two of the seven work assignments are complete for the Douglas County Leadership training. It's been an interesting class so far. They will be going to the school district this coming month.

#### **11. Discussion and possible action on the Town Maintenance Supervisor's Monthly Report of activities for January 2010**

Mr. Summers reported maintenance staff got a few projects caught up. Biggest thing was one of the automated trucks broke a chain to lift the automated arm. They ordered parts, got it all back together and the chain was too short. So they had to take it apart again. It is all back together now. Just finishing up little projects before crack sealing starts.

#### **12. Discussion and possible action on the Main Street Program Manager's Monthly Report of activities for January 2010**

Ms. Lochridge reported they are on March's agenda for the County Commissioners. Margaret and herself will do that presentation along with Jim. Their action plans have been reviewed, updated and approved. The final version is the Board packet. The annual report is just about done. That should hopefully be done by the end of this week or next and it will go to print. They are working with the Chamber of Commerce to host some workshops. The first one is scheduled for February 25. It is designed for small businesses. It will be put on by Kathy Halbardier and Jack Banteen. They do have the market analysis report finished, thanks to Tim Rubald. The Board has the CD version. They do have a colored handout. That is the handout we will use for presentations. It is geared toward the realtors and property managers. They will be setting up a meeting with them. They also have the benches. They will ship this week. We should have them within one to two weeks and they will be the right color. There are bench warming events they are planning. The Record Courier said they would be happy to help cover it. Whoever is responsible for each bench, like Robin, for the bench that is going by the Historian, will be there for a ribbon cutting ceremony. The press release for the flower baskets went out this week. They already have eight sold. They hope to sell 58 this year. They are working with Douglas High and China Springs. They will have everything in writing so both schools will be planting the same time using the same dirt, fertilizer and make sure they are all uniform. They have the volunteer recognition event at the Overland next Thursday, February 11 from 5 to 8. They also have a business owner/manager meeting. Invitations are going out for that later this week to businesses that have participated in some of the events so far, that are interested in Main Street, that have some ideas or suggestions as far as other types of events they would like to see happening. They have that scheduled at Two Guys from Italy, who just became members. They have the "Let's Whine about Winter" wine and chocolate walk. They have 26 businesses already involved. They have four new memberships because of this wine walk. Then they will be continuing on with Thirsty Third Thursday in May. They have nine new businesses in the past year and 20 new jobs created.

#### **13. Discussion and possible action on the Town Manager's Report of activities for January 2010**

Mr. Park reported he spent yesterday, the day before and last Friday working on the State Q1 project. Public comment closes the 5<sup>th</sup> of February. Need to get with the Hellwinkel family. Hope they will be approved for in this final round. They will bring back another interagency funding agreement. Tom Dallaire sat in on the League of Cities quarterly board meeting. Had some discussion on the ERA projects they are doing. The discussion among members relates back to Governor Gibbons and his education and collective bargaining agreement. The governor wanted the League to take a position supporting him on the education platform, which brings in the abolishment of collective bargaining in all the educational institutions and the rest of local government across the state. That was not well received. They are not going to get involved. Tell the governor to put it in a bill draft request and they will comment. They also took action to say we agree amongst the membership, counsel and boards, stay the away from our funds to figure out the patch at state level. Governor Gibbons seems to have picked up on that. You heard in the paper they won't raid or poach any local government taxes. Most of you received a copy of the letter Governor Gibbons wants to send to Senator Reid and the rest of the government. Nevada needs tourism, support us and help us get our economy going again. There was unfortunately some comments at the national level about we're not taking any conventions to Las Vegas. Don't believe that was the intent of why those were there. It's dynamite to be able to have national conventions in Nevada because it's so cheap. Working on budget numbers. Interesting financial runs in revenue comparisons on the trash fund side. Residential they are growing ever so slightly. Most of that would disappear if not for the rate increase. They do have nine new businesses in Gardnerville in the downtown district. The trash bill side on the commercial they are bringing in less money even with the rate increase. So people are just not generating as much garbage as they were or they are getting out and physically smashing it down to make some more room. General fund, if they don't roll any money from this year to next he is concerned. They will fund road maintenance, fund all, positions like we did this year, with about 180,000 for capital projects. We've come from 900,000 in capital projects to 180. Those are preliminary numbers. He is thinking they are still sitting on about half a

million in this year's budget, plus another 150 in the ad valorem capital projects. So they will probably bring forward some budget money from this year into next year. He doesn't know how long they will keep rolling money forward. Last year they scrounged up 400 and closed the year 160k to the good. Long gone are the hay days of C tax and ad valorem taxes growing. They will be lean and mean. He sees there is some economic activity. Take a look at the CD Paula gave them. It has the business activity update and the market analysis. They have taken a hit. We've held our own against many other areas of the county. You will see the wages have come down. The total wages are down. Employment is down, but nowhere near as it is in other areas of the county. In terms of the economic analysis, there is some low hanging fruit out there in the Main Street District. They need to actively pursue that.

**Motion Smith/Philips to adjourn the meeting at 5:45 p.m. Motion carried.**

Respectfully Submitted,

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Thomas J. Cook  
Chairman

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Jim Park  
Clerk to the Board